

## **MISSOURI DEPARTMENT OF CONSERVATION**

### **Process for Adopting Regulations**

As background, the Regulations Committee is responsible for all rules in the *Wildlife Code*. Members are appointed by the Director, and include Steve Eder, Fisheries Division; Lisa Allen, Forestry Division; Dave Erickson, Wildlife Division; Dennis Steward, Protection Division; Dale Humburg, Resource Science Division. The General Counsel or designee serves as advisor to the Committee. The Regulations Committee is chaired by Assistant Director John W. Smith.

The Committee meets ten (10) working days before most Commission meetings. Generally, the Committee deals with proposed changes in the next year's *Wildlife Code* during the months of February and March; deer seasons and early migratory bird seasons in May; waterfowl seasons in August; and other matters as they come up.

1. Division, Region, or Public brings recommendation to the Regulations Committee for consideration (some recommendations will have incorporated stakeholder input at this stage).
2. The Regulations Committee, which meets approximately ten times per year, either approves, denies, or returns the recommendation to staff for further study (including instructions to engage, or further involve, stakeholders).
3. Once approved by the Regulations Committee, a recommendation is submitted through the Director to the Conservation Commission for approval. The Commission may approve, veto, or table the recommendation.
4. Recommendations approved by the Conservation Commission are filed with the Administrative Rules Division, Missouri Secretary of State, as Proposed Rules or Proposed Amendments, for publication in the Missouri Register (<http://www.sos.mo.gov/adrules/moreg/moreg.asp>).
5. Once published, there is a 30-day public comment period. If comments are received, they are forwarded to the Regulations Committee who will revisit the Proposed Rule or Proposed Amendment.
6. If no comments are received, after the 30-day comment period, the Proposed Rule or Amendment is filed again with the Administrative Rules Division, Missouri Secretary of State as an Order of Rulemaking.
7. After filing an Order of Rulemaking, the Proposed Rule or Proposed Amendment becomes effective either 30 days after publication in the State Code of Regulations or another specified future date. Most rule changes handled in the Department's annual code review process become effective March 1 of the following year.
8. Seasons and limits are excepted from the requirement for filing as a proposed amendment under section 536.021, RSMo. In rare circumstances, rules that meet the requirements of section 536.025, RSMo, may be filed as emergency rules and become effective ten (10) days after filing with the Secretary of State.
9. Those wishing to be placed on the agenda for a presentation or other business must send a written request to John W. Smith, Regulations Committee Chair, Missouri Department of Conservation, P.O. Box 180, Jefferson City, MO 65102-0180, or FAX to 573/751-4467, at least ten (10) working days before the meeting date.